

Fiscal Year 1991

102nd

# Annual Report



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**MB**  
**LC**  
**Massachusetts**  
**Board of Library**  
**Commissioners**  
648 Beacon St. Boston, MA 02215

State Library of Massachusetts  
State House, Boston



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**One Hundred-and-Second Annual Report  
of the  
Massachusetts Board of Library Commissioners**

Commonwealth of Massachusetts

Fiscal Year 1991  
July 1, 1990 to June 30, 1991

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The Hundred and Second Annual Report  
of the  
Massachusetts Board of Library Commissioners  
To the Senate and House of Representatives

Printed by the  
State of Massachusetts  
1991

MASSACHUSETTS  
BOARD OF LIBRARY COMMISSIONERS  
1991

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## **1990-1991**

### **Massachusetts Board of Library Commissioners**

- 1989-1991 **Mary J. Long**, *Chairman*, Sudbury
- 1988-1993 **William Johnson**, *Vice-Chairman*, Danvers
- 1989-1993 **Carol B. Dane**, *Secretary*, Manchester-by-the-Sea
- 1985-1990 **Dorothy A. Dunn**, Bridgewater, to 11/90
- 1989-1993 **B. Donald Cook**, Pittsfield
- 1991 **Elizabeth B. Eddison**, Lexington, 1/91 to 6/91
- 1990-1993 **S. Andrew Efstathiou**, West Yarmouth
- 1989-1994 **Kevin F. Moloney**, Boston
- 1988-1993 **Ann B. Murphy**, Cambridge
- 1989-1994 **Dr. Robert D. Stueart**, Wellesley





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## Professional Staff

<i>Director</i>	Roland R. Piggford
<i>Assistant to the Director</i>	William Morton
<i>Head, Internal Operations</i>	Irene S. Levitt
<i>Head, Data Analysis and Research</i>	John Ramsay
<i>Head, Library Development</i>	Sondra Vandermark, to 7/90 Robert Maier, from 2/91
<i>Consultant for Services to Special Populations</i>	Shelley Quezada
<i>Consultant for Library Construction</i>	Patience Jackson
<i>Collection Management Consultant</i>	Gregor Trinkaus-Randall
<i>Coordinator, Non-Print Media Services and Communications</i>	Louise A. Kanus
<i>Instructional Media Specialist</i>	Richard Taplin
<i>Government Liaison</i>	Maureen Killoran
<i>Grants Manager</i>	Sandra J. Souza
<i>Planning and Research Specialist</i>	Mary A. Litterst
<i>Coordinator, Library Incentive Grants and Certification</i>	Janet Price, to 10/90 Dianne Carty, from 2/91
<i>Programmer</i>	Ann Downey, from 11/90
<i>Reference Librarian</i>	Brian Donoghue
<i>Special Projects Consultant</i>	Marcia Shannon
<i>Supervisor of Accounting and Payroll</i>	Jean Sousa-Makalou

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### **Janet C. Price 1930-1990**

*The Board, staff and members of the library community were saddened by the death of their co-worker, colleague and friend Janet Price in September. Janet had been a member of the agency staff for the past twenty years, working in the certification and state aid programs. Her kind and gracious manner will be remembered by the many people she assisted through the maze of requirements, applications and report forms. The years of dedicated service to this agency and its constituents have not gone unnoticed nor unappreciated.*

# Annual Report: 1991

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*Looming large in Fiscal Year 1991 was the state and local fiscal crisis, wreaking havoc for the third consecutive year with the budgets of public libraries, school libraries, and libraries in other publicly-supported institutions.*

*Despite, however, the closings of branches and main libraries for lack of municipal funding, lost overrides, and the failure of a record number of communities to meet State Aid requirements, FY91 did see some positive developments. A sense of social responsibility led a record number of librarians to initiate innovative LSCA grant projects designed to extend services to disadvantaged populations. Others undertook systematic planning for the first time. Even more significantly, for the first time members of the library community from all types of libraries began to interact with each other at "town meetings," forums and hearings, explaining their plights, perspectives and points-of-view to colleagues they had seldom, if ever, met. The result was a rising awareness of a need for change in order to improve library services provided to the people of the Commonwealth and a growing consensus that change was indeed possible.*

## **State Aid to Public Libraries and the Public Library Funding Crisis**

During the winter of 1991 the Data Analysis and Research Unit of the Board of Library Commissioners conducted a survey. It revealed that public libraries had been sustaining significant losses since the end of FY1989. Almost 30% of the respondents reported reduced main library hours, and 36% indicated reduced materials budgets. Some 30% had lost personnel, either through layoffs, frozen positions or reduced part-time hours. These effects of the ongoing fiscal dilemma in the state resulted in many libraries having difficulty meeting the Minimum Standards for State Aid.

## **Municipal Appropriation Requirement**

The Municipal Appropriation Requirement (MAR), Chapter 78 S. 19A of the Massachusetts General Laws, became the primary focus of the FY91 Library Incentive Grant/Municipal Equalization Grant (LIG/MEG) program. A record 38 communities (compared to 22 the previous year and only one before that) petitioned for waivers of this maintenance-of-effort provision, with a maximum of only 10 waivers permitted by law.

In April 1990, the Board had adopted a policy disallowing waivers for communities that had imposed disproportionate cuts on their public libraries in relation to the budgets of other municipal departments and to the prior year.



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To implement this policy, the Board established guidelines that would indicate that a disproportionate cut had taken place. The guidelines stated that if the library had been cut 15% or more from the prior year, and if the library's percentage cut was 15 percentage points (or more) greater than the cuts for a representative sample of other departmental budgets in the municipality, the budget reduction was disproportionate.

### **Waivers for Fiscal Hardship**

The law specifies that waivers of the MAR are to be granted on the basis of "demonstration of fiscal hardship." The Board therefore adopted a system intended to objectively assess "fiscal hardship" for each community. It

rated each community based on the following factors: level of prior library appropriations, equalized valuation of taxable property, per capita personal income, debt service as a percentage of the total municipal budget, total non-resident loans, and non-resident loans as a percentage of total circulation.

Under these guidelines, seven communities were determined to have cut their libraries disproportionately for FY91 and were therefore denied certification in the program. By the end of the year, nine of the other 31 petitioners either appropriated sufficient addi-

tional funds to meet the MAR or were determined to have actually met the requirement after further information was provided on their budgets. Ten of the remaining 22 were granted waivers of the MAR according to the ranking system noted above. The remaining 12 communities were left in a state of "limbo," as it came to be designated. The Board determined that their cuts had not been disproportionate, and that they should retain their certification status, but they could not

receive waivers due to the waiver limit of 10 prescribed by law. Despite intensive efforts during the year to have the legislature increase or eliminate the MAR waiver limit, no such budget language or legislation was approved for FY91. The result was that no FY91 LIG/MEG

funds were paid to those 12 eligible communities.

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### ***The Board adopted a system intended to objectively assess "fiscal hardship" for each community.***

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### **Compliance with Minimum Standards**

For communities whose public libraries were not in compliance with the hours and materials expenditure standards (Standards 3 and 5) during FY90, the Board continued its practice of pro-rating these standards by the percentage loss in local aid funds (from the state) sustained by each community.

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### **Open Forum on the Public Library Funding Crisis**

In response to the fiscal distress so evident in the library community, the Board held an Open Forum on February 7, 1991 at the Worcester Public Library. This program attracted nearly 200 members of the Massachusetts library community, 29 of whom took the opportunity to address the Board directly with their concerns on a wide range of matters, including the issues of reimbursing libraries for levels of non-resident lending, minimum standards and support for automated networks. One very important action resulting from this day's meeting was the formation of a committee to re-examine and revise as necessary the requirements for the State Aid for Public Libraries' Library Incentive Grant/Municipal Equalization Grant program.

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***A record 38 communities  
petitioned for MAR waivers  
in FY91.***

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### **Library Survival Workshops**

The three regional systems responded to the crisis by jointly sponsoring four survival workshops around the state. Board of Library Commissioners staff assisted by preparing a "library survival kit" which included a list of resource agencies, bibliography, articles and some sample materials that had been used with some success by libraries meeting funding threats. The workshops offered practical strategies for librarians to use locally in managing cutbacks, developing budget strategies and improving public relations. Regional administrators and several library directors contributed their experiences and expertise to these workshops.

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# **FY1991 LIBRARY INCENTIVE GRANT/MUNICIPAL EQUALIZATION GRANT PROGRAM**

## **(LIG/MEG) STATISTICAL SUMMARY**

### **General Information**

351 Cities and towns in the Commonwealth

4 Ineligible to apply

3 No public library in operation (Hawley, New Ashford, Washington)

1 No municipal funds for public library service (Bernardston)

347 Eligible to apply for LIG/MEG

274 Cities and towns with population of 2,500 or more

77 Towns with population under 2,500

26 Did not apply for LIG/MEG

### **LIG/MEG Applications Filed with BLC**

321 Applied for FY91 LIG/MEG

2 Ineligible, applied after deadline (Ashby, New Marlboro)

297 Certified and awarded LIG/MEG

271 Awarded on basis of meeting all statutes and regulations

26 Awarded after special review of one or more requirements

10 Waivers of the Municipal Appropriation Requirement (MAR) (Athol, Brockton, Chelmsford, Foxborough, Monson, New Bedford, Southbridge, Springfield, Sunderland, Worcester)

1 Hours Open minimum standard (Orange)

2 Hours Open minimum standard prorated (Barnstable, Pittsfield)

1 Personnel (General Education) minimum standard (Cheshire)

1 Materials Expenditure minimum standard (Orleans)

7 Materials Expenditure minimum standard prorated (Douglas, Edgartown, Leyden, Lincoln, Lynnfield, Marion, North Brookfield)

6 Materials Expenditure minimum standard and grant award prorated (Chester, Greenfield, Monson, New Bedford, Salisbury, Southbridge)

1 Materials Expenditure & Reciprocal Borrowing minimum standards (Nantucket)



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10 Denied LIG/MEG after special review

- 6 MAR & library appropriation cut disproportionately (Franklin, Hanson, Needham, Northbridge, Topsfield, Townsend)
- 1 MAR & library appropriation cut disproportionately, Hours Open and Reciprocal Borrowing minimum standards (Holyoke)
- 1 MAR (Granville)
- 1 Materials Expenditure minimum standard (Stockbridge)
- 1 Personnel (General Ed) & Materials Expenditure minimum standards (Tisbury)

12 Certified pending legislative action to increase number of MAR waivers. No legislative action was taken by 6-30-91, therefore, no grants were awarded.  
(Bourne, Carlisle, Clinton, Hopedale, Lakeville, Lynn, North Reading, Pepperell, Scituate, Stoneham, Weymouth, Winchendon)

**Financial Activity for BLC Account 7000-9501**

Appropriation . . . . .	\$5,660,779.00
Disbursed in FY91 LIG payments to 297 cities and towns . . . . .	2,716,888.75
Disbursed to 244 cities & towns of 2500 population or more . . . . .	2,650,951.25
Disbursed to 53 towns of less than 2500 population . . . . .	65,937.50
Disbursed in FY91 MEG payments to 297 cities and towns . . . . .	2,943,890.25
Initial MEG payments to 297 cities and towns . . . . .	2,424,084.60
Second MEG payments of not less than \$50 to 265 cities & towns . . . . .	268,043.41
Third MEG payments of not less than \$50 to 273 cities & towns . . . . .	251,762.24

## Agency Budget

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In FY91, a new program was added to the Board of Library Commissioners' budget: the *Regional Braille and Talking Book Program*. Under this new program, which was formerly administered by the Massachusetts Commission for the Blind, the Board contracted with Perkins School for the Blind in Watertown to loan Braille materials and books recorded on tape and disc to approximately 14,000 print-handicapped individuals throughout the Commonwealth. Books and playback equipment are provided free of charge by the National Library Service of the Library of Congress to this Regional Library. The library, in turn, distributes these materials via mail to registered consumers. The United States Postal Service distributes both books and playback equipment free of charge under the "Free Matter for the Blind" provisions of the federal law.

The Board also administers state funding for the Talking Book Library. This is the Sub-regional Library for the Blind and Physically Handicapped located at the Worcester Public Library, serving residents of the Central Region.

Another change in the FY91 budget was the elimination of the *Additional Aid to Public Libraries* account by the Dukakis Administration.

Early in FY91 the agency's budget suffered a 4% cut which affected all accounts except the Regions and Library of Last Recourse. A second cut of 4% followed shortly. In addition, a furlough program was instituted by the state, and agency staff funded by the State Administrative Account were furloughed for a varying number of days depending on salary levels. Contingency plans were made for a possible shutdown of state government during the last week of the fiscal year. Fortunately, these plans were not necessary.

As the agency's budget suffered successive cuts, the threat was ever present that our maintenance-of-effort required by the federal government would fall below the required amount and jeopardize LSCA funds coming to Massachusetts. Fortunately, that did not occur.



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## FY1991 FINANCIAL STATEMENT

### COMMONWEALTH OF MASSACHUSETTS IN ACCOUNT WITH THE BOARD OF LIBRARY COMMISSIONERS

July 1, 1990 - June 30, 1991

#### Account No. 7000-9101 Appropriation

Personal Services . . . . .	\$481,227
Expenses . . . . .	215,923
<b>Total . . . . .</b>	<b>\$ 697,150</b>

#### Expenditures

Personal Services . . . . .	\$ 469,084
Expenses:	
Employee Related Expenses . . . . .	4,815
Special Employee\Contracted . . . . .	1,595
Pension and Insurance . . . . .	2,591
Administrative Expenses . . . . .	42,391
Facility Operational Supplies . . . . .	.48
Space Rental Expenses . . . . .	118,056
Equipment Maintenance/Repair . . . . .	13,018
<b>Total . . . . .</b>	<b>\$ 651,598</b>

<b>Unexpended Balance . . . . .</b>	<b>\$ 45,552</b>
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Respectfully Submitted,  
Roland R. Piggford, Director  
Board of Library Commissioners

Verified,  
July 10, 1992  
John O'Conner  
for William Kilmartin, Comptroller

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## FISCAL 1991 STATISTICAL SUMMARY

### Appropriations and Allotments

State Appropriation for Board Administration . . . . .	\$ 697,150
State Aid for Regional Public Library Systems . . . . .	10,526,453
State Aid to Public Libraries . . . . .	5,713,477
Talking Book Library (Worcester Public Library) . . . . .	132,480
Talking Book Program (Perkins School for the Blind) . . . . .	690,652
Library Telecommunication Expenses . . . . .	192,000

State Funds Sub-total . . . . . \$ 17,952,212

Federal Funds Allotment for LSCA-Title I . . . . .	1,882,622
Federal Funds Allotment for LSCA-Title II . . . . .	418,216
Federal Funds Allotment for LSCA-Title III . . . . .	448,324

Federal Funds Sub-total . . . . . \$ 2,749,162

**Grand Total State and Federal Funds . . . . . \$ 20,525,611**

### Staff (FTE Positions)

#### Filled Positions:

Professional . . . . .	18
Subprofessional and clerical . . . . .	7
TOTAL . . . . .	25

### Certification Activities

Professional, on basis of graduation from ALA-accredited library school program . . . . .	23
Professional, issued on basis of reciprocity . . . . .	0
Subprofessional . . . . .	75
Provisional Subprofessional . . . . .	45
Replacements . . . . .	3

Total number of certificates issued by Board  
of Library Commissioners during FY91 . . . . . 146

# Public Library Construction

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## State Program

The Massachusetts Public Library Construction Program was enacted by the legislature and signed by the Governor in 1989. After a highly competitive grant round was completed at the end of FY89, there was great disappointment when no funding was made available for the program in FY 1990. Finally, in August 1990, the Board of Library Commissioners was able to vote the release of construction grant funds to 27 communities. A total of \$9,782,000 in start-up funds for new construction was made available for FY 1991.

Of the 27 communities authorized to proceed, 18 were able to do so. By June 1991, projects in Hampden, Lancaster, Wakefield and Melrose were almost complete. Wareham opened its elegant new 20,000 square foot building to an enthusiastic community. Major projects were also well under way in Amherst, Boston, Everett, Middleborough, Orleans, Plymouth, Plympton, Rockland, Chatham and Springfield, and planning grants in Chelsea, Nahant and Pelham were nearing completion.

At year's end, major projects for Arlington, Attleboro, Ashfield, Beverly, Lee, Monson, New Bedford, Sutton and Waltham, although authorized by the Board and the Administration, were on hold pending funding from local officials. Another nine projects, in Fall

River, Fitchburg, Haverhill, Malden, Northampton, Southampton, Spencer, West Tisbury and Worcester were still awaiting funding from the state, and 23 completed projects were awaiting reimbursement.

## Federal Construction Projects

The FY91 Library Services and Construction Act (LSCA) Title II grant round resulted in the recommendation of awards to two new projects, an addition/renovation in Bridgewater and the conversion of an existing building into a library in Halifax.

At year's end, Wareham's new facility, partially funded by both LSCA Title II and State Grant money, had its grand opening. The City of Newton was putting the finishing touches on its 94,000 square foot facility. A handicapped access project at the Southworth Library of South Dartmouth was nearing completion, and the Plympton, Parlin (Everett) and Middleborough libraries were all under construction.

## Massachusetts Public Library Construction Program

Projects Authorized to Begin Construction in FY1991

Municipality	Total Project Cost	State Grant **
Amherst*	\$ 5,166,530	\$ 2,662,842
Arlington	6,700,000	3,312,681
Attleboro	3,181,467	663,850
Ashfield	284,900	115,880
Beverly	6,000,000	2,000,000
Boston*	23,000,000	7,000,000
Everett*	3,884,900	1,370,198
Hampden*	41,370	16,000
Lancaster*	259,084	31,000
Lee	32,000	12,635
Melrose*	400,000	193,561
Middleborough*	3,253,584	1,206,394
Monson	1,629,508	239,113
New Bedford	1,779,000	913,085
Orleans*	1,021,580	467,937
Plymouth*	9,725,000	1,027,159
Plympton*	506,450	193,910
Rockland*	1,325,000	534,057
Chatham*	2,774,224	874,783
Springfield*	2,125,980	783,832
Sutton	42,000	12,641
Wakefield*	69,650	33,866
Waltham	8,697,600	3,667,585
Wareham*	3,166,060	1,142,570
Chelsea*	40,000	30,000
Nahant*	30,000	22,500
Pelham*	40,050	30,000
<b>Totals</b>	<b>\$ 85,175,937</b>	<b>\$ 28,558,079</b>

\*Actually began construction in FY91.

\*\*In general, only an initial payment of 50% or less was authorized in FY91, with the remainder payable in future years as construction progressed.



# State Legislation

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The Commonwealth's ongoing fiscal crisis played a significant role in the defeat of library legislation in FY91. The refiled Regional Library Bill which would have provided the three regional systems with increased funding, the first since 1984, did not pass. Neither did the refiled bill to provide a new allotment of \$50 million in bonded library construction funds. However, Governor Dukakis did release \$9,782,000 of the previously authorized \$35 million in August 1991 and the library construction program was able to proceed. Finally, the bill to remove the MAR waiver limit during FY91 did not pass in time to assist any libraries for that fiscal year.

books, school texts and basic utility services to be procured non-competitively in any amount upon certification by a procurement officer that only one practicable source exists.

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***Governor Dukakis released close to \$9.8 million of previously authorized state construction funds.***

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## **Uniform Procurement Workshops**

*The Uniform Procurement Act* (Chapter 30B, MGL) was signed into law shortly before the close of FY90, becoming effective on May 1, 1990. Considerable confusion followed as to how this legislation would affect library purchasing practices. Board of Library Commissioners staff, in cooperation with the City Solicitors and Town Counsel Association, presented two workshops on the new law at the Palmer and Framingham public libraries. Staff clarified the purpose and intent of the Uniform Procurement Act and outlined what librarians would have to do to operate within its parameters. Section 7 of the law is particularly important because it deals with "sole source procurements" which allow library

# Statewide Consultant Study

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Two major issues stirred the library community in FY1991. One was the fiscal crisis and its mounting effects. The other was a statewide study conducted by King Research, Inc., a national library consulting firm. Librarians from all types of libraries came together to talk to each other, often with fervor, about the problems and needs of libraries in this state. The statewide study became a lightning rod, a focal point, a source of hope that something could finally be done to improve library services and conditions in libraries across the state.

King Research was contracted to perform the long-awaited study of library service in Massachusetts following a year-long Request for Proposal process. The principal researchers and authors of the study report, Donald King and Jose-Marie Griffiths, began work in June 1990. The two main objectives of the study were to perform an assessment of the current state of library services and library cooperative activities in Massachusetts, and to recommend strategies to develop an action plan for the improvement of library services for the residents of Massachusetts.

An advisory committee of 13 librarians broadly representative of public, academic, school, institution and special libraries in the Commonwealth provided guidance to King Research throughout the study.

The study methodology included the following activities which were carried out during the fall and winter:

- \* surveys of 5 types of libraries (public, academic, school, institutional and special)
- \* surveys of library users from 19 randomly selected public libraries
- \* cost-finding studies of 16 public libraries
- \* 114 in-depth interviews with members of the library community
- \* extensive analysis of secondary sources of data.

The library survey was mailed to all public libraries, all state institution libraries and to extensive samples of academic, school and special libraries. In all, some 1100 surveys were distributed. Working with the advisory committee, King Research held a series of five constituent group meetings in February to review the overall methodology of the study and motivate librarian participation. The final response rates by library type were:

Public libraries	62%
State institution libraries	43%
Public academic libraries	74%
Private academic libraries	18%
School libraries	37%
Special libraries	22%

A preliminary report was written and 1250 copies were distributed to the library community in May 1991. In June a series of four

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"town meetings" were held across the state by King Research to hear the reactions of the library community to the preliminary study findings. Reaction was very positive toward the section of the preliminary report devoted to an analysis of the usefulness and value of library service in the state. The central recommendation calling for the establishment of "local area library cooperatives" to replace and expand the scope of the current regional library systems was viewed with both confusion and concern. The suggestion that part of the funding of the proposed cooperatives be from redirected state aid funds received the strongest negative reaction. School librarians, on the other hand, took hope from the multitype cooperation envisioned in the report while academic librarians saw little reflection of their role in the report.

Based on these and many other reactions recorded at the town meetings and in written comments, King Research, in consultation with the advisory committee, prepared to write the final report, which was expected in September 1991. Through the preliminary report review process it became clear that one accomplishment of the study, regardless of the specific outcome, was the opening of discussion and communication among the various library constituencies in Massachusetts. A new level of understanding seemed to be emerging, and with it the prospect of constructive change.

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*The statewide study became a lightning rod, a focal point, a source of hope that something could be done to improve library services and conditions across the State.*

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# Automated Networks

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## Network Development

Membership in the state's eleven automated resource sharing library networks, funded in part by the Board of Library Commissioners, reached a total of 190 full members and 66 dial access members in FY91. Of the full members, 148 are public libraries, 33 are academic libraries, 3 are school libraries, and 6 are special libraries. Through the combination of full and dial access members, 89% of the state population is now served by automated networks.

In March 1991, the network administrators presented a report to the Board of Library Commissioners on the status of network development and the role the networks play in providing information for Massachusetts residents. Network databases represent an estimated total of 3 million titles and 17 million available items. Network members pay \$3.6 million annually for operational costs in support of bibliographic database maintenance, resource sharing, intra-network lending, inter-library loan, circulation services, and online public access catalogs. Since the founding of the first automated resource sharing network in Massachusetts in 1979, the Board of Library Commissioners has invested over \$12 million in federal and state grant funds for the purchase of hardware and software in support of the networks. The members have expended some \$19 million in local funds for

their share of the equipment and operational costs of the automated networks.

The current recession has slowed the further expansion of network membership. As local library budgets are stretched to meet basic service requirements, so network budgets have been constrained. In this economic climate, it is also difficult for potential new members to budget for start-up costs of network membership.

A study of non-resident lending by the Board of Library Commissioners staff suggested a clear correlation between network development and the increase in non-resident lending from 1977 to the present. Factors such as the capability for library staff to direct patrons accurately to the resources they need in nearby libraries, the advent of network library cards, and the introduction of online public access catalog terminals have played a significant role in the increased non-resident activity.

## Telecommunications Funds

For the fifth year, state funds were available to help offset telecommunications costs of the eleven automated resource sharing networks. Unfortunately, two 4% state budget reductions resulted in only \$182,962 being available for telecommunications support this year. Three projects are funded through the telecommunications monies:



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### *1. Toll-free Access for Small Libraries*

Funds are used to maintain toll-free lines into the networks so that small libraries may search the network's database using a microcomputer and modem to locate materials in any library in the system. This year \$62,142 was allocated to this support for access for small libraries.

Dial-up capability increases access to the informational resources of our state's libraries for many libraries which cannot afford to become full network members because of the capital and on-going costs. If the toll-free lines were not available, most of the small libraries would not be able to participate due to the long-distance telephone costs associated with searching a network database. Also, their patrons would experience significant delays in gaining access to the books and periodicals they need.

### *2. Inter-network Access*

Funds are used by several of the networks to establish telecommunication links with other networks having the same system vendor. For FY91, \$2,976 was allocated to three networks under this program. It is anticipated that changes in computer technology will soon make feasible the linking of all library networks regardless of system vendor. This development will lead to a need for increased funds under this program.

### *3. Remote-to-host Telecommunications Offset*

In FY91, 148 public libraries, serving approximately 75% of the state's population participated in networks. Under this project, costs incurred by these libraries telecommunicating with the central site computer system are partially offset with these funds. All eleven networks receive money under this project. In FY91, remote-to-host telecommunications charges for the eleven networks totaled \$352,940. Those charges were actually offset by just \$117,844, or 33%. When this project was first funded in FY87, the ratio was 68%.

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***Through the combination  
of full and dial access  
members, 89% of the  
State population is now  
served by automated net-  
works.***

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In October 1990, New England Telephone (NET) rates for the leased phone lines used by Massachusetts library networks increased 15 to 18%. NET has filed with the Department of Public Utilities for a new tariff increase of 7.5% to be effective October 1991. With these in-

creases in place, even level funding of this account results in much reduced state support of the cost of remote-to-host communication for the networks.

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## Network Advisory Committee

The Network Advisory Committee (NAC), composed of representatives of automated and non-automated library networks as well as representatives of single-site automated libraries, met four times this year. The NAC serves as a forum for the exchange of information and ideas on library networking and resource sharing and invites guest speakers to share special knowledge and expertise.

During this year a committee of the NAC worked on the development of guidelines for network cooperative collection development policies. These guidelines serve as an expansion of the requirement in the Board's LSCA *Long Range Program* that each network have a collection development plan in place by October 1994.

NAC also welcomed three guest speakers during the year. An executive with DataComm Systems, Inc., one of the area's leading suppliers of telecommunications equipment, spoke about trends in the data communication field, library applications and the approaches that might be taken to linking the networks. The Executive Director of NELINET spoke to the NAC membership about new information services being offered through NELINET and the importance of all libraries gaining access to the Internet, the national computer communications network. The final meeting of the year featured the principals of King Research and a presentation on the findings of the preliminary study report.

# Library Development

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## Federal Program

A record number of 96 Letters-of-Intent were received by the Library Development Unit this year in response to the annual fall announcement of the Library Services and Construction Act grant round for Titles I, II and III. Included among these for the first time were 12 intents from libraries that had completed long-range planning and were applying for collection development grants. The State Advisory Council on Libraries (SACL) had previously established a three-year priority whereby collection development grants of specified maximum amounts (depending on population size) could be awarded to libraries doing formal long-range planning.

The invitation to apply for federal grants is extended to all public libraries, the regional systems, networks, institutions, and libraries serving the blind and physically handicapped. To assist them in their grant-writing efforts, staff conducted proposal writing workshops in Wayland and Auburn for Title I and III applicants. Title II construction applicants had a separate workshop with site visits to the recently completed renovation at the Franklin Public Library and the new building in Bellingham, both completed Title II projects. Emphasized at all stages of the proposal process was the need to identify and meet the needs of users of libraries as well as satisfy the priorities set by the federal legislation.

At its June 1991 meeting, the Board of Library Commissioners approved SACL's recommendations to give provisional FY92 awards to 49 Title I and 7 Title III projects, contingent upon the appropriation of FY92 LSCA funds by Congress. Ten of the Title I awards went to the collection development projects. These awards will improve a specific area of the collection or service identified as a priority by the results of a formal planning process and the completion of a long-range plan. Title I awards totaled \$1,402,127 and also included projects that will provide services to children in day care, offer after school activities for young adults, improve literacy skills, make legal information more available in public libraries, increase resource-sharing, and serve limited English-speaking and institutionalized patrons.

Title II awards totaled \$275,000. Grants were given to Bridgewater and Halifax.

Title III grants totaled \$403,256 and were awarded to multitype automated and non-automated resource sharing networks for system upgrades, collection assessment, expanding services to schools and a union list of serials.

During the year, those projects which had been approved in June 1990 were imple-



mented. They included 30 Title I, 3 Title II and 4 Title III projects. Of particular note are the cooperative young adult project which involved the towns of Palmer, Longmeadow and Wilbraham; an outreach project to homeless families in the shelters of Cambridge; the establishment of a special needs library at the Fernald State School; and the Boston Library Consortium's provision of patron electronic access to serials information and member library catalogs through NEARNET.

Based on the year's activities, evaluation of completed projects, and input from the library community, the *1992 Supplement to the Massachusetts Long-Range Program, 1991-1996* was prepared by staff and approved by the Board in July. No major changes were made at this time in goals or objectives, although several activities were added to encourage family-centered literacy, and a number of changes were made to clarify sections. Appendix information was also updated as appropriate.

## Literacy



Libraries have always been places where parents and children could enjoy programs together. The concept of family literacy capitalizes on that idea and points to the library as a place where the parent can improve his or her reading skills while sharing language activities with a child. To promote this concept, the agency applied for and received from the U.S. Department of Education an LSCA Title VI

grant for a project titled *Building Community Collaborations for Family Literacy*. The project initiated a year-long planning process and developed materials and training for six Massachusetts public libraries who agreed to participate. The libraries involved other service providers in their own communities in planning projects for potential LSCA funding in the following year. Representatives from Head Start, adult education, federal Chapter One (school-based programs that target children at risk for reading), family service, and other such human service agencies came together to work with the librarians in their communities to plan literacy proposals. The highlight of the project was the day-long invitational conference which took place at Bentley College in Waltham. Planned by Board staff, this conference brought national experts on family literacy together with local practitioners and attracted participants from across Massachusetts and New England. More than 270 people came to discuss issues of policy, model programs, evaluation and assessment, and to develop a vision for promoting literacy within the family. A handbook is forthcoming that will describe the process that evolved this year. It will make recommendations for libraries seeking to develop collaborations with other local service providers.

The public libraries in Brookline and Springfield received national attention this year for their innovative, learner-centered approach to the publication of writings of adult literacy students. Both were featured presenters at the Public Library Association

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annual conference in San Diego. Also, in recognition of the agency's interest in family literacy, the staff consultant was invited to present two sessions on helping libraries develop collaborative relations with community providers at the second training session of the ALA/Bell Atlantic Family Literacy Project in Philadelphia.

The Cambridge Public Library developed an excellent outreach program to clients in five family shelters. It provided books, audiocassettes, storytelling and training for parents emphasizing the importance of reading to children. Children made visits to the local branch library as well. A generous donor and a local publishing company provided gift materials for the children so that many had the experience of owning their own book for the first time. This outstanding project serves as a model of service to a population frequently overlooked by libraries.

## **Institution Library Service**

Overall, the decline in library services to the institutionalized continued this year, another reflection of the state's fiscal problems. Rutland Heights Public Health Hospital was forced to close the doors on an outstanding library at the end of the fiscal year. More positive, however, were new services provided to the state's most developmentally delayed clients through an LSCA project which established a special needs library program for residents at the Fernald State School. With the help of volunteers from Boston's City Corps, a special area was

cleaned, painted and set aside for a resident library. Special materials were developed for clients and for direct care staff to use with clients. A series of events were planned including poetry readings and film programs for residents and their families. The success of this well-designed project developed by a committed librarian affirmed the value of a library within a community that is traditionally underserved.

Within the Department of Correction, a dynamic peer tutoring program, *Project Read*, continued to stand as an innovative and successful model for a literacy program within a prison setting. One of the major outcomes of this project was the total renovation of the library including two floors of the adult learning center, complete with computers. Both basic literacy and English as a second language (ESL) tutoring were implemented, with numerous opportunities for interaction with outside presenters. Within the Department, this library program has become a showcase to demonstrate how literacy can flourish in the prison setting.

## **Talking Book Library**

The Talking Book Library moved back into the main Worcester Public Library at the end of FY91 when branch libraries throughout the city were closed. The move gave the Talking Book Library more visibility within the system, which currently serves some 1600 registered users located in Central Region communities. The number of users increased in FY91 by 18.46%, more than doubling the



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target goal of an 8% increase. The library installed and staff was trained on the READ system, a new computerized circulation system which has helped to speed up patron requests and has, on the whole, enabled the program to continue to provide excellent service to patrons in spite of budget cuts.

## Preservation and Collection Management

### Permanent Paper Initiative

After substantial work on the part of the Board staff, the Massachusetts Archives, and the Task Force on Permanent Paper, *Executive Order 293: Policy on Permanent Paper*, mandating the use of permanent paper for documents and publications of enduring value in all state agencies and departments in the Executive Branch, was signed on December 31, 1990 by Governor Michael Dukakis. This was a significant step toward preserving our governmental heritage. Work continues with the legislative and judicial branches in the hope of implementing similar regulations for these branches.

### Preservation Agenda

With funding from a National Endowment for the Humanities grant, work continued on the development of a statewide preservation program. Preliminary analysis of the *Massachusetts Preservation Needs Assessment*, a survey administered in the prior fiscal year, was completed and the results distributed in

the fall of 1990 to the original 1100 recipients of the survey. The data confirmed the general impression that the preservation needs of collections in Massachusetts repositories were not being adequately met on a regular basis. These results served as a starting point for the Massachusetts Task Force on Preservation and Access as it began discussions aimed at developing a statewide preservation agenda. At a two-day meeting of the task force in November 1990 librarians, archivists, preservation specialists, out-of-state planning consultants and public records personnel attempted to reach consensus on the goals and objectives that should comprise such an agenda. Subsequent work was directed at generating a document that incorporated all the ideas of the task force and which would be workable in Massachusetts. The final document is expected to be published and distributed in FY92.

### Preservation Education

The staff consultant continued to offer educational programs throughout the state. Three workshops were presented for the Western Massachusetts Preservation Committee: "Hands-on Repair of Books," "Disaster Preparedness," and "Disaster Salvage." Another program, "Care and Handling of Library and Manuscript Materials," was given for librarians, archivists and town clerks at Southeastern Massachusetts University and to New England academic serials librarians at the University of Lowell as part of ACRL/New England's continuing education program. Lecturing at Simmons College

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library school on issues of state, regional and national preservation issues rounded out these activities.

### **Collection Management**

As part of the implementation of the *Long-Range Program, 1991- 1996*, a sub-committee of the Network Advisory Committee (NAC) was established in February 1990 to devise guidelines for networks to use in creating their own member-approved collection management policies. The Cooperative Collection Policy Committee was composed of representatives from most of the library networks in Massachusetts. A draft of the *Guidelines* was produced and distributed to the members of NAC in March 1991 for their comments and reactions. Following further editing, it is anticipated that these guidelines will be published in FY92.

### **Non-Print Media Services**

Staff of the Non-Print Media Unit continued to participate actively in the planning and presenting of programs for Massachusetts and New England librarians on media topics. At the New England Library Association's annual spring media conference, staff assisted in a program on public performance video, a topic which continues to perplex librarians concerned with potential violations of the federal copyright laws. In response to the economic crisis, which has severely reduced many media budgets, agency staff gave a presentation at the fall conference on finding funding for non-print media programs and

materials. Staff also cooperated with the Central Region by participating in a workshop dealing with the use of video in children's programming.

Other activities of the Unit included service on the State Audiovisual Contract Committee and the provision of audiovisual support for other agency staff, including photography, videotaping, recording, and transparency production. Audio and video recording of the Family Literacy Conference, the Open Forum, and the King Study reaction meetings were among these support activities. Copies of the public meeting tapes were made available to librarians and trustees who were unable to attend these meetings.



# Special Projects

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## White House Conference Delegation

In the previous fiscal year, a planning committee had worked rigorously to develop and implement a selection process that would guarantee an outstanding Massachusetts delegation to the White House Conference on Library and Information Services (WHCLIS) to be held in July 1991. In FY91, after some 40 interviews were conducted, 16 delegates and 8 alternates were chosen. In accordance with the federal legislation, the members included government officials, policy makers, library professionals, and members of the general public. The Board approved the selections at its September meeting.



The delegates plunged into a round of monthly meetings that probably made them one of the best prepared and most well-informed delegations to attend the White House Conference. Beginning with an October 1990 day-long orientation meeting at the Reading Public Library, and proceeding to a round of visits to various types of libraries (e.g., academic, school, public, special and institutional libraries), the delegates then met to focus on specific issues. Meeting in various parts of the state -- Worcester State College, Digital Equipment Corp., Foxborough High

School -- the group heard from experts on censorship, access to government information, literacy, preservation, library construction, federal funding programs, automation, technology and more. The extensive orientation and training also included attendance at professional library association meetings.

In the spring, agency staff coordinated a three-day conference held at the Plimoth Plantation in Plymouth, Massachusetts, and sponsored by the Council of State Library Agencies in the Northeast. This WHCLIS orientation drew 166 delegates, including our own, from 10 states and the Virgin Islands. The program was designed to prepare delegates for the national conference in July. Representatives from American Library Association, Public Library Association, National Commission on Library and Information Services and WHCLIS were also in attendance as was a Massachusetts Congressman, himself a delegate. The conference was deemed a great success and the delegates look forward to a productive national conference. The White House Conference will be held from July 9 - 13, 1991.



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## Library Trustees

Board of Library Commissioners staff took an active role in the November 1990 annual conference of the Massachusetts Library Trustees Association. Assisting in coordinating program development and in making presentations, staff focused on fiscal issues and covered such topics as public relations as a means of increasing library support and obtaining grant funding for literacy, construction and service to special populations.

## Statewide Friends Group

Early in June 1991 a group of interested Friends of the Library, librarians and trustees from nine different communities met in Framingham to explore the possibility of forming a statewide Friends of the Library organization. They exchanged information about Friends' activities as related to their libraries' current fiscal hardships. Discussion focused ultimately on the purpose of a statewide Friends organization. The consensus seemed to be that networking and political action in support of libraries would be the most important reasons for the existence of such a statewide group. They determined to find out more about the legislative needs of Massachusetts libraries and explore further the possibility of statewide advocacy for libraries. Another meeting of this as-yet *ad hoc* group was scheduled for September 1991.

# Regional Systems and Library of Last Recourse

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The three Regional Library Systems endeavored to assist their member libraries through the fiscal crisis by jointly offering a "Survival Skills" workshop in four different locations throughout the state. The concerns expressed by the library community at the Board's Open Forum early in February, together with other tales of economic woe from the field, prompted the regions to plan a program that would offer some practical approaches to dealing with libraries' current problems. "Minimizing Financial and Public Relations Damage" was the theme of the workshop. Library directors were featured who had successfully managed, through good public relations strategies, to preserve library budgets and overcome threats to library service.

The regional systems themselves, meanwhile, suffered from cutbacks and reductions forced by over a decade of flat funding. They have received no increase in state funding since 1984. Although bills have been filed with the legislature for the past two years to remedy this situation, there has as yet been no additional appropriation. While the systems suffered in FY91, they continued to make changes in service designed to result in more efficient and effective operations.

The Western Regional office laid off almost all part-time personnel, reduced most line items in its budget, and froze materials expenditures for a good part of the year. A decrease in circulation statistics reflected the lack of new materials. Approximately 9.5 FTE positions have been eliminated since FY90. Although no services were completely eliminated, many were scaled back. The changes in bookmobile schedules from 6-8-week rotations to 9-week rotations, together with the deteriorating materials budget, resulted in a drop in bookmobile circulation. The discontinuance of video deposits for libraries receiving bookmobile service also resulted in a sharp drop in video circulation, although a new video catalog and making videos available through interlibrary loan did help maintain circulation. Finally, Regional Administrator Bruce Baker retired from his position as head of the regional system after 19 years of service.

Central Region's activities were affected not only by its own budget reductions but also by cutbacks in the budget of its Headquarters library as the Worcester Public Library closed branches and laid off staff. The region's continuing education offerings included a workshop conducted by the Fitchburg reference staff on reference and interviewing techniques as taught by Trans-

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form, Inc., a consulting firm who taught a workshop in the previous year. Interlibrary loan increased during FY91, with a new high of 30,885 requests received and processed by regional staff. For the delivery of materials, a new van was also purchased. Regional consultants conducted 27 workshops during the year, and 25 sessions were held on the planning process, part of a joint LSCA grant to the Central and Western Regions to provide a support system for 34 small libraries going through a formal planning process together. At least 23 libraries completed a final planning document. Finally, the Central Region's administrator left halfway through the fiscal year to take up the administration of the Eastern Region. It was not until the next fiscal year that Anne Parent assumed responsibilities as the new Central Region administrator.

The Eastern Regional System was without a regional administrator for a good part of the fiscal year due to the retirement of Mary Heneghan, who had served the region for many years. A search committee was chaired by the president of the regional Advisory Council, and in an agreement with the Headquarters Library, the council was given a significant role in the hiring and ongoing evaluation of the regional administrator. Ruth Kowal, formerly administrator of the Central Region, was selected for the position and assumed her duties in January 1991.

Winter and spring activities in the Eastern Region focused on discussions at subregional meetings regarding regional levels of service.

From these came the recommendation that the region enter into a strategic planning process to develop a new Plan of Service for FY93. Other activities included a series of children's services discussion groups, the placement of 70 telefax machines in member libraries to improve document delivery, and the development of Telefax Use Guidelines and the Interlibrary Code and Guidelines. The region also facilitated a group purchase of the *Great Books* series. During FY91 the Eastern Region processed over 67,000 interlibrary loan requests for residents of Eastern Massachusetts. Of those, some 21,436 were filled from the collection of the Boston Public Library, Headquarters Library for the system.

Boston Public Library also receives funding through the Board of Library Commissioners to serve as Library of Last Recourse for residents of the Commonwealth. Under this program, Boston received \$4,523,313 in FY91 to purchase materials for its research library collections. These often unique materials are available for in-library use by all residents of the Commonwealth.



# Agency Publications in Fiscal Year 1991

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## **MBLC Notes**

7 issues

Bi-monthly newsletter reviewing actions taken at meetings of the Board of Library Commissioners; includes timely announcements and articles of general interest to the Massachusetts library community.

## **Massachusetts Position Vacancies**

12 issues

Monthly listings of professional library and information science positions available in the Commonwealth.

## **Data for Massachusetts: FY1990 Selected Public Library Statistics**

A statistical report prepared by the Data Analysis and Research Unit; enables rapid comparison of financial support and activity levels among Massachusetts public libraries. May 1991.

## **Data for Massachusetts: FY1991 Public Library Personnel Report**

Compiled by the Data Analysis and Research Unit to report staffing levels, salaries, education levels and fringe benefit data of Massachusetts public library personnel as of 6/1/91.

## **One Hundredth-and-First Annual Report of the Board of Library Commissioners**

Board's report to the Governor, Legislature and the library community of the Commonwealth for Fiscal Year 1990. Centennial issue.

## **Long Range Program 1991-1996: Annual Supplement for 1992**

Update of a five-year plan for library services in the Commonwealth.

## **Directory of Public Libraries in Massachusetts, 1990-91**

A listing of the names, addresses, telephones, populations and hours open of all public libraries and regional library systems in the Commonwealth. November, 1990.

# Committees

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Representatives from all types of libraries and user groups served on various standing and ad hoc advisory committees established by the Board. They provided insight and assistance with matters concerning the improvement of library services in the state. Their efforts deserve recognition and appreciation.

## State Advisory Council on Libraries

Andrea C. Hoffman, <i>Chair</i>	Academic Libraries	Wheelock College Library
Gloria Carver, <i>Vice-chair</i>	Public Libraries	East Longmeadow Public Library
Alice M. Welch, <i>Secretary</i>	Institution Libraries	Rutland Heights Hospital
Louis N. Carreras	Users	Billerica
Sandra L. Jenkins	Users	Boston
Ronald B. Latham	Public Libraries	Milford Town Library
Carolyn A. Markuson	School Libraries	Brookline Public Schools
Rosemary Medeiros	Public Libraries	New Bedford Public Library
Catherine N. Norton	Special Libraries	Marine Biological Laboratory Library
Laurence Prusak	Users	Lexington
Marlene Temsky	Handicapped Libraries	Talking Book Library
Sally B. Waldron	Users	Cambridge

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## Network Advisory Committee

Bernard Franckowiak, *Chair*

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Sharon St. Hilaire

Brad Short

Karin Begg

Margaret Lourie

Marianne Burke

Cliff Putney

Julie Brown

Mary Louise Morris

Cindy Mills

Ruth Kowal

Owen Shuman

David Sheehan

Tamson Ely

Ed Montana

Patrick Cloherty Jr.

Rebecca Duschatko

Jamie Ingram

Artemis Kirk

Sylvia McDowell

Steve Hunter

Greg Anderson

Fran Gozembka

Lynn Epstein

Nancy Browne

Joseph Dionne

-

Marta Pardee-King

Joan Kuklinski

Marshall Keys

John Adams

Pat Johnson

Cathy Norton

Anne Parent

William Boyle

Marian Bremer

Marnie Warner

William Gallup

Bruce Baker

Robert Foley

Ann Murphy

University of Lowell Collaborative

Association of College/Research Libraries

Automated Bristol Library Exchange

Boston Area Music Libraries

Boston College Libraries

Boston Group Of Government Libraries

Boston Library Consortium

Boston Theological Institute

Boston University Libraries

Cape and Islands Interlibrary Assn.

Cape Libraries Automation Materials Sharing

Central Mass. Regional Library System

CMRLS - Automation Committee

Central/Western Mass. Automation Resource Sharing

Cooperating Libraries of Greater Springfield

Eastern Mass. Regional Library System

EMRLS - Automation Committee

Essex County Cooperating Libraries

Fenway Libraries Online, Inc.

Fenway Library Consortium

MCCLPHEI

MEDLINK

MIT Libraries

Mass. Association for Educational Media

Mass. Health Sciences Library Network

Mass. Library Association

Merrimack Inter-Library Cooperative

Merrimack Valley Library Consortium

Metro-Boston Library Network

Minuteman Library Network

NELINET, Inc.

North Of Boston Library Exchange

Old Colony Library Network

State Advisory Council On Libraries

Southeastern Automated Libraries

Southeastern Mass. Cooperating Libraries

Special Libraries Association

Trial Court Libraries

Wellesley-Lexington Area Coop. Libraries

Western Mass. Regional Library System

Worcester Area Cooperating Libraries

Massachusetts Board Of Library Commissioners

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## White House Conference Delegates

### Delegates At Large

Mr. Arthur Curley, Director  
Boston Public Library

Dr. Richard De Gennaro  
Roy E. Larson Librarian of Harvard College  
Harvard College Library

Dr. Richard Rowe, President  
F. W. Faxon Corporation

### Honorary Delegates

Mr. Roland R. Piggford  
Director  
Massachusetts Board of Library  
Commissioners

Ms. Ruth K. Seidman, Head  
Engineering & Science Libraries  
Massachusetts Institute of Technology

### General Public

Ms. Joan S. Blair  
Wayland

Dr. Herbert L. Cooper, M.D.  
Marblehead

Mr. Timothy Becker Gassert (Second Alter-  
nate)  
Quincy

Sarah S. Getty, Ph.D.  
Bedford

Ms. Sandra L. Jenkins  
Dorchester

Ms. Elizabeth A. Regan  
Dedham

### Government Officials

Ms. Susan E.S. Foote  
Massachusetts Department of Education

Mr. Andre Mayer (Alternate)  
Massachusetts Board of Regents of Higher  
Education

Congressman Richard E. Neal  
U.S. House of Representatives

Representative Kevin O'Sullivan  
Massachusetts House of Representatives

Ms. Dorothy Reichard  
Congressional Liaison

Ms. Vicky L. Schwartz (Alternate)  
Town Meeting Representative

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**Library/Information Professionals**

Ms. Constance A. Clancy  
South Hadley Library System

Ms. Bessie K. Hahn  
Brandeis University Libraries

Ms. Anne M. O'Brien  
Pollard Memorial Library

Ms. Ellen Rauch(Second Alternate)  
Medford Public Library

Mr. Mark V. Scott (Alternate)  
MIT Libraries

Ms. Barbara Selvitella, Director  
Foxborough School Libraries

**Policy Makers**

Mr. John E. Arnold  
Westborough

Ms. Nancy Finkelstein (Second Alternate)  
Medford

William Morgan Fowler, Jr., Ph.D., *Co-Chair*  
Reading

Ms. Deborah Thomas  
Dorchester

Ms. Florence R. Rubin, *Co-Chair*  
Newton

Ms. Judith W. Weaver (Alternate)  
Milford



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## King Study Advisory Committee

Bruce Baker	Administrator Western Massachusetts Regional Library System
Julie Brown	Automation Specialist Boston University Libraries
Janice Charbonneau	Acting Administrator Central Massachusetts Regional Library System
Patrick J. Cloherty	Director Salem Public Library
Robert Foley	Director Fitchburg State College Library
Penny Johnson	Director Worcester Public Library
Liam Kelly	Associate Director Boston Public Library
Ruth Kowal	Administrator Eastern Massachusetts Regional Library System
Carole Ann McCarthy	Director Merrimac Public Library
Jinny Nathanst	Librarian Arthur D. Little Library Resource Center
Barbara Selvitella	Librarian Foxborough Public Schools
Alice Welch	Librarian Department of Public Health Library
Mary Frances Zilonis	Librarian Cambridge Public Schools

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## Massachusetts Task Force on Preservation and Access

Albert H. Whitaker	Massachusetts Archives
Kathryn Hammond Baker	Massachusetts Archives
Nancy Burkett	American Antiquarian Society
Mary Cronin, to 2/91	Boston College
Daria D'Arienzo	Amherst College
Mary Beth Dunhouse	Boston Public Library
Bernice Fallick	Lexington Town Clerk
Marge Fischer	Lancaster Town Library
Bessie Hahn, 3/91 to 5/91	Brandeis University
Ruth Kowal	Eastern Massachusetts Regional Library System
John Laucus, from 6/91	Boston University
Karen Motylewski	Northeast Document Conservation Center
Anne L. Reynolds	Wellesley Free Library
Gunars Rutkovskis	Boston Public Library
Nancy Carlson Shrock	Preservation Consultant
Gregor Trinkaus-Randall, <i>Chair</i>	Massachusetts Board of Library Commissioners

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## Collection Management/Preservation Advisory Committee

Megan Sniffin-Marinoff, <i>Chair</i>	Simmons College
John Lancaster, <i>Vice-Chair</i>	Amherst College
Rodney Armstrong, to 5/91	Boston Athenaeum
Nancy Burkett	American Antiquarian Society
Gaspar Caso	State Library
Elliot Hoffman	Quincy Historical Society
Harley P. Holden	Harvard University
Susan Klein	Barnstable Public Library
Ruth Kowal, to 2/91	Eastern Massachusetts Regional Library System
John Laucus	Boston University
Lynda Leahy	Northeastern University
Carolyn Clark Morrow, to 3/91	Harvard University
Joan Noonan	Auburn Free Public Library
Theresa Rini Percy, from 3/91	Old Sturbridge Village
Anne L. Reynolds, from 3/91	Wellesley Free Library
Ann Russell	Northeast Document Conservation Center
Gunars Rutkovskis	Boston Public Library
Albert H. Whitaker	Massachusetts Archives

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## Task Force on Permanent Paper

Nancy Burkett	American Antiquarian Society
Charles Butts	Houghton Mifflin Company
Gasper Caso	State Library
Kathryn Hammond Baker	Massachusetts Archives
Harley Holden	Harvard University
Brenda Howitson	State Library
James W. Igoe	Secretary of State's Office
William Johnson	Kennedy Library
Susan Keats	Keats Associates
Robert H. McClain, Jr.	Department of Administration and Finance
Henry Mollenhauer	S.D. Warren Company
Carolyn Clark Morrow	Harvard University
Marie J. Parente	House of Representatives
Barbara Rappaport	Massachusetts Archives Advisory Commission
Leslie Reicher	Brandeis University
Ann Russell	Northeast Document Conservation Center
Albert H. Whitaker, Jr.	Massachusetts Archives
Roland R. Piggford	Massachusetts Board of Library Commissioners
Gregor Trinkaus-Randall	Massachusetts Board of Library Commissioners
Maureen Killoran	Massachusetts Board of Library Commissioners



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## Cooperative Collection Policy Committee

Susan Klein, *Chair*

Marianne Burke

Deborah Conrad

Gerald Davis

Katherine Dibble

Dorothy LaFrance

Mickey Moskowitz

Barbara Powell

Jan Resnick

Elizabeth Thomsen

Gregor Trinkaus-Randall

Cape and Islands Inter-Library Association

Boston Library Consortium

Southeastern Automated Libraries

C/W MARS

Boston Public Library

Merrimack Valley Library Consortium

Fenway Library Consortium

Minuteman Library Network

Western Massachusetts Regional Library System

North of Boston Library Exchange

Massachusetts Board of Library Commissioners

# The Staff and Professional Affiliations

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In addition to agency duties, and often in conjunction with them, members of the staff have worked actively in professional organizations at state, regional and national levels. Serving in FY91 on committees, as officers, or as general members were:

**Brian Donoghue.** Chairman, NOBLE Network Reference Group; MLA.

**Dianne Carty.** ALA.

**Patience Jackson.** NELA; MLA; ALA: LAMA.

**Louise Kanus.** NELA Media Section; MLA Public Relations Committee; BLC Liaison to executive board of Mass. Assn. for Educational Media; reviewer for *School Library Journal*; chairman, Scholarship Committee of Mass. Library Aid Assn.

**Maureen Killoran.** MLA Legislative Committee; NELA.

**Irene Levitt.** ALA: Supervisory Skills Committee of LAMA/PAS; MLA.

**Mary Litterst.** Special Libraries Assn., Boston Chapter; ALA: ASCLA and LAMA; MLA.

**Robert Maler.** ALA; NELA; MLA

**Roland Piggford.** Council of State Library Agencies in the Northeast; Chief Officers of State Library Agencies; MLA.

**Shelley Quezada.** ALA: ASCLA, Representative to the Literacy Assembly; NELA; MLA; National Clearinghouse for Literacy Advisory Board; Board of Governors, Mass. Coalition for Adult Education; Governor's Interagency Policy Group on Adult Literacy; U.S. International Board of Books for Young People.

**John Ramsay.** ALA; Mass. Data Coordinator for Federal/State Cooperative System for Public Library Data; MLA.

**Marcia Shannon.** MLA Personnel Issues Committee; Co-chair, MLA Conference committee; BLC Liaison to MLTA; NELA; ALA and PLA.

**Sandra J. Souza.** MLA; ALA: ASCLA Library Standards for Adult Correctional Institutions Ad Hoc Subcommittee, LAMA; PLA.

**Richard Taplin.** NELA Media Section; State Audiovisual Contract Committee.

**Gregor Trinkaus-Randall.** Society of American Archivists; New England Archivists, Education committee and Program committee(chair); Academy of Certified Archivists; ALA: ACRL, ALCTS; Boston Archivists Group; Cooperative Preservation Programs Group; MLA; NELA: Conference Committee; grant reviewer for NEH and NHPRC; Northeast Document Conservation Center Advisory Committee.



